

# Application for permission to change a child's surname

## Section 28 Adoption and Children Act 2002

Name of court	
Case no./Serial no.	
Date received by the court	
Date issued	
Fee charged/Remission ID	

### Notes to applicants

- This form is only for use if you are applying for permission under section 28 of the Adoption and Children Act 2002 to change a child's surname.
- Before completing this form, please read the guidance notes carefully.
- Please complete every Part. If any question does not apply to your application, or you are not sure of the answer, please say so.
- If there is not enough room for your reply to any question, continue on a separate sheet. Please put the child's name, the number of the Part and the paragraph reference at the head of the continuation sheet.
- Please use black ink when filling in the form.

### Part 1 About you

a) I am a prospective adopter of the child and wish to keep my identity confidential and apply for a serial number

☐ Yes ☐ No

See Note 1

b) Title

☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other \_\_\_\_\_

See Note 2

c) My name is

First name(s) in full

Last name

d) My address is (including postcode)

e) My telephone number is

See Note 3

See Note 4

f) My solicitor in these proceedings is

Name of solicitor			
Name of firm			
Address (including postcode)			
Telephone no.		Fax no.	
DX no.			
E-mail address			
Fee account no.			

g) My relationship to the child is

See Note 5

## Part 2 About the child

a) The name of the child is

First name(s) in full

Last name

b) The child is a

☐ Boy

☐ Girl

c) The child was born on

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d) The child's address is

(If you do not know the child's address, please enter 'Not known')

e) The child lives with

(If you do not know the name of the person with whom the child lives, please enter 'Not known')

See Note 3

f) The adoption agency/local authority that has placed or is authorised to place the child for adoption is: (give the name and address of the adoption agency or local authority and (if known) the name and telephone number of the adoption worker who deals with the child)

Name of adoption agency/ local authority	
Address (including post code)	

Name of your contact in the agency	
Telephone no.	

g) The child

☐ is not the subject of a placement order

or

☐ is the subject of a placement order  
(please give details and **attach a copy of the placement order**)

Name of court	
Case number	
Date of placement order	

**About other orders or proceedings that affect the child**

- h) ☐ To the best of my knowledge, no proceedings relating to the child (other than any placement order entered above) have been completed or commenced in any court

**or**

- ☐ The following proceedings relating to the child have been completed/commenced (in addition to any placement order entered above)

◀ See Note 6

Type of order made (or applied for)	Date of order (or date of next hearing)	Name of court	Case number (or serial number)

**Cases concerning a related child**

- i) ☐ To the best of my knowledge, no proceedings relating to a full, half or step brother or sister of the child have been completed or commenced in any court

**or**

- ☐ The following proceedings relating to a full, half or step brother or sister of the child have been completed/commenced (please give details below and, if you were a party to any proceedings that have been completed, **attach a copy of the final order**)

Relationship to child (eg. sister, half-brother)	Type of order made (or applied for)	Date of order (or date of next hearing)	Name of court	Case number (or serial number)

### Part 3 About the child's parents or guardian

The name(s) and address(es) of the child's parent(s) are:

See Note 7

#### The child's mother

a) The name of the child's mother is

First name(s) in full

Last name

b) Her address is (if deceased, please write 'Deceased' in the address box)

#### The child's father

c) The name of the child's father is

First name(s) in full

Last name

d) His address is (if deceased, please write 'Deceased' in the address box)

e) Does he have parental responsibility for the child?

☐ Yes

☐ No

See Note 8

#### The child's guardian

f) The name of the child's guardian is

First name(s) in full

Last name

g) His/Her address is

See Note 9

### Part 4 About this application

a) I wish the child's surname to be changed to

See Note 10

b) My reasons for making this application are

See Note 11

## Part 5 Statement of truth

Proceedings for contempt of court may be brought against a person who makes or causes to be made, a false statement in a document verified by a statement of truth.

\*[I believe] [The applicant believes] that the facts stated in this application are true.

\*I am duly authorised by the applicant to sign this statement.

Print full name

Signed  Date

\*[Applicant] [Applicant's solicitor] [Litigation friend]

\*delete as appropriate

### If you attend the court for a hearing

1. Do you have a disability for which you require special assistance or special facilities?

☐ Yes ☐ No

If Yes, please say what your needs are below  
(the court staff will get in touch with you about your requirements)

2. Do you want to use the services of an interpreter?

☐ Yes ☐ No

If Yes, please specify which language  
(court staff will get in touch with you about your requirements)

### What to do now

Once you have completed and signed this form, you should take or send the form and **three copies** to the court, together with the court fee\* and the following documents:

- a copy of the placement order relating to the child;
- if you were a party to the proceedings, a copy of any other final order relating to the child that has effect;
- if you were a party to the proceedings, a copy of any final order relating to a full, half or step brother or sister of the child that has effect.

\* If you are not sure about the court fee payable for your application, or you think that you may be exempt from paying all or part of the fee, you should contact the court for information.

◀ See Note 12